

NATIONAL SECURITY AGENCY
CENTRAL SECURITY SERVICE
FORT GEORGE G. MEADE, MARYLAND



NSA/CSS DIR. NO. 21-3
DATE: 26 November 1990

NSA/CSS DIRECTIVE
SECOND PARTY INTEGREES (U)

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SECTION I - PURPOSE AND APPLICABILITY

1. This directive establishes policy, assigns responsibilities and prescribes procedures for the establishment of Second Party intergee positions within the NSA/CSS. This directive is applicable to all cryptologic sites and facilities located within CONUS or overseas and includes those sites or facilities operated/managed either directly by the NSA/CSS or the Service Cryptologic Elements (SCEs).

SECTION II - DEFINITIONS

2. Second Party: That term applied either individually or collectively to the following nations with whom the NSA/CSS maintains special SIGINT and INFOSEC exchange relationships:

- The United Kingdom
- Canada
- Australia
- New Zealand

3. Second Party Integree Position: A position established by NSA/CSS (to include CONUS or overseas cryptologic facilities) which will be filled on a permanent change of station (PCS)

(b) (3)-P.L. 86-36

OPI: DDPP ([REDACTED]) Q41, 963-3086)

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basis by an individual representing one of the Second Party nations. Duties associated with this position will be performed in furtherance of the mission of NSA/CSS.

SECTION III - POLICY

4. The integration of Second Party personnel into the NSA/CSS work force is supported when it is beneficial to the U.S. SIGINT or INFOSEC mission, or its SIGINT or INFOSEC relationships with the Second Party Nations identified in paragraph 2., above.

5. Security ramifications to include possible exposure to special operations or compartments, NOFORN, industrial proprietary or any other information not releasable to Second Parties, must be considered prior to the establishment and staffing of any Second Party integree positions.

6. All requirements for Second Party integrees will be fully coordinated with appropriate Second Party SIGINT or INFOSEC authorities and approved by the affected Key Component Chief (or the Chief of a CONUS or overseas cryptologic site or facility) prior to the establishment and staffing of the proposed positions.

7. Second Party integrees will not be placed in positions in which they have a direct effect upon the NSA/CSS decision-making process, to include both contractual and policy deliberations. Under no circumstances should they be placed in positions whereby they are solely responsible for addressing such issues, nor represent Agency interests in external meetings or conferences.

8. The processing, staffing and assignment of Second Party personnel to CONUS or overseas cryptologic sites or facilities will be handled in the same manner as Second Party personnel integrated into NSA/CSS Headquarters elements.

9. The temporary assignment of Second Party personnel for on-the-job or classroom training (for a period not to exceed six months) is not subject to the processing and approval requirements of this Directive. Host organizations, however, must ensure that security and administrative steps are taken to preclude inadvertent disclosure of U.S. or NSA/CSS-only information for the duration of the training period.

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SECTION IV - RESPONSIBILITIES

10. The Chiefs of Key Components and Chiefs of CONUS or overseas cryptologic sites or facilities will:

a. Identify requirements for Second Party integree positions and assignments within their respective organizations.

b. Prepare written documentation of Second Party integree requirements. This documentation will include the following information:

(1) A justification as to why the establishment of the position is necessary or important to either the U.S. SIGINT or INFOSEC mission or the Second Party relationship.

(2) A description of the specific duties the Second Party integree will be performing.

(3) The specific procedures that will be instituted within the assigned organization to preclude the inadvertent disclosure of U.S.-only information or Special Activities Programs.

c. Coordinate with the Deputy Director for Operations (DDO), Special Activities Office (PO5/SAO) regarding special access requirements, and with the Deputy Director for Administration (DDA), Security (M5), to assess any special security considerations, e.g. key control, lock installations, access control to ADP systems, etc., that may be needed to provide adequate safeguards to preclude the inadvertent disclosure of sensitive U.S.-only information or other proprietary equities.

d. Forward Second Party integree position requests to the Deputy Director for Plans and Policy (DDPP) for review (verification of conformance with existing policy) and approval.

e. Review the qualifications of and approve candidates who are nominated to fill Second Party integree positions.

f. Advise the DDPP of any changes in the status of Second Party integree positions to include rotation and replacement of specific personnel.

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g. Establish procedures for the non-disclosure of proprietary or "commercial-in-confidence" information which is required during an integree's tenure.

h. Coordinate with the NSA/CSS SCSM (Senior Computer Security Manager) and the Information Systems Security International Relations, Policy and Doctrine Organization (SI) when an integree or trainee has a requirement for access to U.S. Information Systems Security information, including but not limited to INFOSEC threat and vulnerability information, U.S. cryptographic algorithms or INFOSEC techniques, or U.S. computer security information.

11. The Deputy Director for Plans and Policy (DDPP) will:

a. Review and approve all requests for establishment of Second Party integree positions to verify and endorse conformance of the requests with existing policy.

b. Coordinate with the Second Party liaison offices to staff these positions.

c. Solicit the approval of requesting organizations for candidates nominated to fill Second Party integree positions.

d. Maintain a record of all Second Party integrees to include names, assigned elements, length of tour, etc. (Q32).

e. Obtain, from the Second Party parent organization, a certification of the clearances/accesses of proposed integrees, as well as relevant background information on the proposed integree (to include at a minimum name, date and place of birth, date of last Security Background Investigation or reinvestigation, citizenship, and citizenship of spouse). The Office of Foreign Relations (Q3) will provide this information to M5 and P05/SAO and will advise those organizations of any changes in the status of integrees which would affect their clearances/access certifications.

12. The Deputy Director for Administration (DDA) will:

a. Provide advice and assistance regarding physical and personnel security policies and procedures as they may relate to integrating Second Party personnel into specific NSA/CSS organizations in CONUS or overseas.

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b. Establish and maintain a data base of clearance and security background information initially provided and kept current by Q3 for all Second Party integrees.

c. Review security background data provided by Q3 on nominated Second Party integrees, and provide endorsements to Q3 prior to Agency acceptance of the integree for assignment.

13. The Deputy Director for Operations (DDO) will administer and maintain records of accesses to NSA/CSS special access programs by all Second Party integrees (P05/SAO).

14. The Deputy Director for Telecommunication and Computer Services, (DDT), under the auspices of the Office of Operational Computer Security (T03), will:

a. Review and assess the computer security ramifications of integrating Second Party personnel into specific NSA/CSS positions.

b. Provide, in accordance with the requirements of DCID 1/16 (Security Policy for Uniform Protection of Intelligence Processed in Automated Information Systems and Networks), computer security guidance to organizations requesting Second Party access to NSA/CSS computer systems or networks.

SECTION V - PROCEDURES

15. Requirements for Second Party integrees will be identified within the operational elements of the Key Components or CONUS or overseas cryptologic sites or facilities. This regulation does not preclude informal exchanges between NSA/CSS and Second Party operational elements for purposes of identifying and defining those requirements.

16. The operational element wishing to establish an integrated position will prepare and forward the necessary paperwork to their Key Component Chief (or Chief of CONUS or overseas cryptologic site or facility) for review and approval.

17. The Chiefs of Key Components or Chiefs of CONUS or overseas cryptologic sites or facilities will review, approve and forward Second Party integree requirements to the Deputy Director for Plans and Policy.

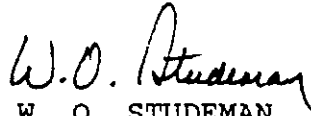
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18. Q3, in coordination with the Office of Policy (Q4), will perform necessary policy reviews and prepare an appropriate recommendation for the DDPP.

19. Subject to DDPP endorsement, Q3 will coordinate with the Second Party liaison offices to begin the staffing process.

20. Q3 will advise the requesting organization of candidates nominated to fill Second Party integree positions and reporting dates and solicit their approval to proceed with follow-on staffing actions.

21. Q3, upon approval of the Key Component Chief or the Chief of a CONUS or overseas cryptologic site or facility, will advise M5 and P05/SAO of the individual selected to fill a Second Party integrated position. This will ensure that all necessary administrative, security and personnel actions are adequately addressed prior to the arrival of that individual.



W. O. STUDEMAN
Vice Admiral, U.S. Navy
Director

DISTRIBUTION II

Plus: Q32 (20 copies)
Q41 (20 copies)
F92 (VRD)